

**WATER POLLUTION CONTROL AUTHORITY
REGULAR MEETING
Meeting Room A
Tuesday November 24, 2015**

MEMBERS PRESENT: Roger Gale, Tim Rainville, Peter Ellsworth, Stewart Morse, Richard Canavan

MEMBERS ABSENT: None

OTHERS PRESENT: Kristi Stabley, Mike Blackmer

1. CALL TO ORDER:

The meeting was called to order by Chairman Roger Gale at 7:00 PM.

2. APPROVAL OF THE REGULAR MEETING MINUTES OF OCTOBER 27, 2015: MOTION BY STEWART MORSE TO APPROVE MINUTES AS AMENDED. SECONDED BY PETER ELLSWORTH. ALL IN FAVOR. TIM ABSTAINS.

AMENDMENTS: “Stewart Morse has authorized Roger Gale to contact Deep 6 Plumbing in regards to five invoices dated from July 14, 2015 through August 27, 2015, to verify these invoices are legitimate to WPCA.”

REPLACE WITH: “The WPCA has authorized Roger Gale to contact Deep 6 Plumbing in regards to five invoices dated from July 14, 2015 through August 27, 2015 to verify that these invoices are the responsibility of the WPCA.”

3. APPROVAL OF THE PUBLIC HEARING MINUTES OF SEPTEMBER 22, 2015:

MOTION BY STEWART MORSE TO APPROVE MINUTES AS PRESENTED. SECONDED BY PETER ELLSWORTH. ALL IN FAVOR.

Tim Rainville noted a few grammatical errors.

4. CITIZEN COMMENTS: None

5. NEW BUSINESS:

A. BRUCE WILLIAMS/DEEP 6 PLUMBING:

The WPCA agreed that a letter should be sent out to all customers letting them know that Bruce Willimas will be on their property doing annual inspections of their grinder pumps.

B. WPCA MEETING DATES FOR 2016: MOTION BY STEWART MORSE TO APPROVE 2016 MEETING DATES. SECONDED BY TIM RAINVILLE. ALL IN FAVOR.

6. OLD BUSINESS:

A. METER READING: Kristi explained the meter reading handouts. Crabtree & Evelyn, and Woodstock Agricultural Society’s meters are still in need of being read.

1. CALIBRATION: The board discussed the possibility of fitting all of the metered customers with a standard metering system with a touch pad for ease of reading meters.

B. SOLAR ENERGY OF PUMPING STATION: A DCS study of the Pumping Station is to be done the week of December 1st.

C. BUDGET/BENEFIT ASSESMENT: 2015/2016 FY Budget looks good and is right on track. Roger Gale informs the board that the Benefit Assesment will be paid in full by December 2015.

7. SYSTEM MAINTENANCE UPDATE:

A. GRINDER PUMP REPAIRS/MAIN LINE MAINTENANCE: The notice of intent to release care of grinder pumps has been filed with the Town’s Clerk.

31 Ellen Lane had a break in their line which was repaired by S.A.S.

8: FLOW REPORTS:

A. WEEKLY METER READING OF MAIN LINE WASTE WATER FLOW TO PUTNAM **FY**

2015-2016: No new updates at this time

B. WATER METER READINGS FOR FY 2015-2016: No new updates at this time.

9. CITIZEN COMMENT: None.

10. PAYMENT OF THE BILLS:

A. BUDGET CATEGORY DESIGNATIONS:
WPCA NOVEMBER 24, 2015 BILLS

<u>Vendor</u>	<u>Line Item</u>	<u>Charges</u>
Eversource----Account# 51942724014	500.00.224.00 Lift Station Power	?
Frontier Communications Account# 860-928- 3192111198-5	500.00.225.00 Lift Station Telephone Service Frontier	\$32.91
LeClairRyan----Invoice# 676845 Abandonment of Easments	500.00.212.00 WPCA Legal Services	\$391.00
Updike, Kelly & Spellacy, PC----- Invoice#267296 Release of easement	500.00.212.00 WPCA Legal Services	\$70.50
TOTAL AMOUNT DUE: \$ 494.41		

Roger Gale identified the following bills for consideration by the Authority:
MOTION BY STEWART MORSE TO APPROVE PAYMENT OF THE BILLS. SECONDED BY TIM RAINVILLE. ALL IN FAVOR.

10. CORRESPONDENCE: None.

11. REVIEW OF MEMBER FOLLOW-UP ACTIVITIES FOR THE NEXT MEETING

- Kristi to follow-up on reading meters
- Peter follow-up easement abandonment
- Kristi work on updating graphs

12. ADJOURNMENT
MOTION BY STEWART MORSE TO ADJOURN THE MEETING. SECONDED BY PETER ELLSWORTH. ALL IN FAVOR.

The meeting was adjourned at 8:14 PM.

Respectfully Submitted

Kristi Stabley
WPCA Executive Administrator